



INTERPROVINCIAL ASSESSOR QUALIFICATION

*Enabling Accredited Assessors to Practice in Partner Provinces:
British Columbia, Alberta, Saskatchewan, Manitoba, and Ontario.*

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1.0) PURPOSE OF INTERPROVINCIAL ASSESSOR QUALIFICATION

To make it easier for Accredited Assessors to Practice in Partner Provinces.

2.0) INTERPROVINCIAL ASSESSOR QUALIFICATION COMMITTEE COMPOSITION:

- 2.1 This shall be a standing committee composed of the President or their designate of the provincial assessor associations, which have endorsed the Interprovincial Assessor Qualifications.
- 2.2 The Chair of the Committee will be the President or their designate of the host Province.

3.0) INTERPROVINCIAL ASSESSOR QUALIFICATION CERTIFICATE

A certificate to recognize the Interprovincial qualification of an individual, who has completed the requirements.

4.0) DEFINITION OF INTERPROVINCIAL ASSESSOR QUALIFICATION

A certificate may provide, through the standardization of qualifications, potential labour mobility among member provinces. *(Subject to specific provincial requirements)*

5.0) APPLICANT PROCEDURE

- 5.1 A member of a Provincial Assessor Association must make application for the Interprovincial Assessor Qualification Certificate to the jurisdiction in which they reside.
- 5.2 The association will ensure sufficient material was available at the meeting for the Interprovincial Assessor Qualification Committee to make a decision.
- 5.3 Exemption requests will be handled through an association's Education/Accreditation Committee and their recommendation could be included along with a syllabus of the course.
- 5.4 Upon completion of all requirements for the Interprovincial Assessor Qualification Certificate, the member will be informed by the association as to the status of their application.
- 5.5 Upon acceptance the Association President/designate will forward the recommended application to the Interprovincial Assessor Committee who will decide on approval for the applicant.

6.0) INTERPROVINCIAL ASSESSOR QUALIFICATION CERTIFICATE REQUIREMENTS

- 6.1 Accreditation from your home Province.
- 6.2 Diploma or Degree in Assessment or a related field.
- 6.3 A minimum of 500 hours of Mass Appraisal studies from a recognized institute **or** a Certificate in Real Property Assessment from UBC.
- 6.4 Four years experience in an assessment practice.
- 6.5 Real Estate Law, Business Law and/or Assessment Law courses(s).
- 6.6 Advanced training in the Income Approach to Value.
- 6.7 Property Demonstration Report.

7.0) MEMBERSHIP BENEFITS

- 7.1 Wider public recognition of assessor qualifications.
- 7.2 Shared cost of education program development. Through improved access, decreased costs and increased availability of educational and professional development opportunities.
- 7.3 Stronger voice to advocate and lobby for assessment valuation professionals.
- 7.4 Employers willingness to recognize the qualifications important to valuation and assessment administration.
- 7.5 Ongoing communication and participation between the jurisdictions in which assessors are represented by associations.
- 7.6 Recognition that the standards, performance and goals of a members professional assessors association in their province meet a set of high national standards.
- 7.7 Recognition of professional qualifications across Provincial borders.

8.0) ROLE OF PROVINCIAL MEMBER ASSOCIATIONS:

- 8.1 Certifies that the applicant is a professional member in good standing that meets the requirements and recommends the applicant for the Interprovincial Assessors Qualification.
- 8.2 Receives and reviews the applications on a regular basis.
- 8.3 Notifies the applicant and the provincial association of the certification subject to the applicant remaining a member in good standing of one of the partnering associations.
- 8.4 Notifies the applicant and the provincial association of the reasons that the certification could not be issued.

Review fee paid by applicant to provincial association.

**See attached flowchart.

9.0) MANDATE OF INTERPROVINCIAL ASSESSOR QUALIFICATION COMMITTEE:

- 9.1 To set the standards for the academic qualifications leading to the granting of the qualification of Interprovincial Assessor.
- 9.2 To confer the Interprovincial Assessor Qualification to an individual.

- 9.3 To set fees as required to administer the program.
- 9.4 To promote the Interprovincial Assessor Qualification.
- 9.5 Keep current with educational requirements of member and peer organizations.
- 9.6 Report to each member association annually.
- 9.7 Continually review the procedures guideline.

10.0) APPROVAL

- 10.1 The Interprovincial Assessor Qualification Committee reviews the application based on recommendations from Provincial Associations. An Interprovincial Assessor Qualification certificate will be awarded by the member's provincial association.
- 10.2 Any subsequent changes to the policies and procedures require the approval of the Interprovincial Assessor Qualification Committee.

11.0) INTERPROVINCIAL ASSESSOR QUALIFICATION MEETINGS

There shall be at least two meetings in a twelve-month period coinciding with provincial assessment association meetings.

**APPENDIX 1
COURSE REQUIREMENTS FOR MEMBER ASSOCIATION
DESIGNATION:**



R.E.I (B.C.) REQUIREMENTS

A Professional Member of the Real Estate Institute of British Columbia must meet the following requirements:

- Is a Canadian Citizen or a landed immigrant at least 21 years of age.
- Has been employed full-time in the real estate profession for a minimum of three years before date of application. One of these three years must be spent in BC.

You must have one of the following minimum educational credentials:

- B. Comm. with a major in Urban Land Economics from UBC or,
- Urban Land Economics Diploma from UBC or, Bachelor of Business in Real Estate from UBC or,
- Commercial Real Estate Studies diploma from BCIT or, AACI (Accredited Appraiser Canadian Institute) in good standing or,
- Membership in the Royal Institution of Chartered Surveyors (RICS) with the General Practice or Planning Option or,
- Diploma from previously offered Langara College Real Estate Studies Program

**APPENDIX 2
COURSE REQUIREMENTS FOR MEMBER ASSOCIATION
DESIGNATION:**



**Alberta Assessors
Association**

AMAA REQUIREMENTS

You must have all of the following requirements:

- Is a Canadian Citizen,
- Has been a Candidate member for at least the year preceding application for accreditation.
- Has completed the core education requirements, and/or including a diploma or degree in an assessment related field and/or equivalent qualifications or training
- Is engaged in the practice of assessment in Alberta or a Territory of Canada,
- Has at least four years experience in the practice of assessment in Alberta or a territory of Canada or experience approved as equivalent by the Registration Committee,
- Has successfully completed a demonstration assessment report and Legislative Addendum,
- Oral interview(successfully completed),
- Provides three references acceptable to the Registration Committee,
- Applies within 12 months after being advised by the Registration Committee that all requirements for accreditation have been met.

Candidate members have six years to work through the accreditation process. After educational credentials have been reviewed and a certificate of approval has been issued, candidate may be required to fulfill certain course areas prior to accreditation.

Core Educational Requirements:

- Economics - Micro, Macro and Land,
- Communications - I (written) and II (oral),
- Introductory Accounting - (Accounting I and II),
- Real Estate Law/Business law),
- Building Construction (residential and commercial),
- Three Approaches to Value (cost, income and direct sales comparison approach),
- Mass Appraisal I(Fundamentals) and II (Computer Assisted)
- Property Assessment and Taxation in Alberta

The Lakeland College Business Administration Diploma with a major in Assessment & Appraisal (entering the program in 1994/95), and the University of British Columbia in Urban Land Economics are approved programs, which meet all of the above core education requirements. The Practice Review Committee may review these and other programs in regards to equivalencies. Contact Association office for details.

**APPENDIX 3
COURSE REQUIREMENTS FOR MEMBER ASSOCIATION
DESIGNATION:**



MAAS REQUIREMENTS
MUNICIPAL ASSESSMENT APPRAISER OF SASKATCHEWAN

You must meet the following requirements:

- University of British Columbia Certificate Program in Real Property Assessment – Year I.
- or
- Real Estate Appraisal (AIC)
- and
- Mass Appraisal (UBC Year II)
- Real Property Assessment in Saskatchewan
- Statute Law

Electives:

(2 full or 4 half classes) are required from the following list:

- Economics – Micro (.5)
- Economics – Macro (.5)
- Economics – Land (.5)
- Statistics (.5)
- Blue Print Reading (.5)
- Computer Science (.5)
- Foundation of Real Estate Economics – UBC – Full Class
- Foundation of Real Estate Finance (UBC) – Full Class
- 2 Income Workshops (2.5 days each) with exams – half class
- Income Approach - AIC
- Demonstration Report
 - I. Single Family Dwelling – (.5)
 - II. Mass Appraisal Project – (.5)
 - III. Income Producing Property – (.5)
- IAAO – 5 day course with exam (.5)
- 4 Years of Mass Appraisal Experience in Saskatchewan

MRAAS REQUIREMENTS
MUNICIPAL RURAL ASSESSMENT APPRAISER OF SASKATCHEWAN

- See MAAS
- Membership, Saskatchewan Institute Agrologists, Bachelor of Science in Agriculture or equivalent
- 4 Years Mass Assessment Appraisal Experience in Saskatchewan

**APPENDIX 4
COURSE REQUIREMENTS FOR MEMBER ASSOCIATION DESIGNATION:**



ASSOCIATION OF ASSESSING OFFICERS OF MANITOBA

A.A.M. REQUIREMENTS
ACCREDITED ASSESSOR OF MANITOBA

You must meet the following requirements:

- Must have 5 Years in the assessment field and be a member in good standing for the current and proceeding 4 years in AAOM
- University of British Columbia Certificate Program in Real Property Assessment – Year I. And Year II.
- Completion and testing of Year 3 Seminar (Law of Assessment in Manitoba)
- Completion of year 4 – first and second part

Part 1 Defence of property at Mock Tribunal includes preparation of demonstration report, rebuttal, presentation of evidence and cross-examination.

Part 2 Oral Interview on assessment knowledge. Includes question from Municipal Assessment Act, UBC and other general assessment knowledge.

**APPENDIX 5
COURSE REQUIREMENTS FOR MEMBER ASSOCIATION
DESIGNATION:**



INSTITUTE OF MUNICIPAL ASSESSORS (ONTARIO)

A.I.M.A. REQUIREMENTS
ASSOCIATE MEMBER OF THE INSTITUTE OF MUNICIPAL ASSESSORS

You must meet the following requirements:

- Mass Appraisal: Three Approaches to Value
- Residential Data Collection and Sales Investigation
- OR**
- Year I of the Real Property Assessment program at UBC, Seneca College or St. Lawrence College
- Law and the Assessor - Part 1
- Economics *
- An Introduction to the Income Approach to Value *

*Exemptions will be granted to those who complete **REAL PROPERTY ASSESSMENT** Year 1 or Mass Appraisal: The Three Approaches to Value

M.I.M.A. REQUIREMENTS
ACCREDITED MEMBER OF THE INSTITUTE OF MUNICIPAL ASSESSORS

You must meet the following requirements:

- A.I.M.A. designation
- SPSS – Part 2 (MRA using SPSS)
- OR**
- Year II Real Property Assessment Program at the University of British Columbia, Seneca College or St. Lawrence College
- Law and the Assessor part 2
- Public Administration
- The Assessor and the Courts
- Accreditation Exam
- Oral Interview (conducted by the Accreditation Committee) which will include: Knowledge of the I.M.A., it's Functions, aims, purpose, objectives, Code of Ethics
- Appraisal Seminar * along with an Appraisal Report (3 options)
 1. Single Family Residence
 2. Mass Appraisal *
 3. Income Producing Property

*University of British Columbia students have the option of completing either a short or **comprehensive** take home exam in year 2 of the Certificate Program. Exemption from the demonstration appraisal report will be granted to those who successfully complete the **comprehensive exam**.

**MRA using SPSS students have the option of completing either a short or comprehensive exam which has been set up to accommodate the demonstration appraisal requirement. The comprehensive exam will be offered to I.M.A. members only.

APPENDIX 6

Application Process Flowchart

